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LTC # **295-2012**

LETTER TO COMMISSION

To: Mayor Matti Herrera Bower and Members of the City Commission

From: Kathie G. Brooks, Interim City Manager

Date: November 15, 2012

Subject: Evaluation Committees Related to Request for Qualifications (RFQ) No. 52-11/12 for Professional Construction Engineering and Inspection (CEI) Firms to Provide Various CEI Services on an "As-Needed" Basis

The purpose of this LTC is to update the Mayor and City Commission on Request for Qualifications (RFQ) No. 52-11/12, which seeks to establish an agreement with reputable firms for the provision of professional construction engineering and inspection services.

I am considering appointing the following individuals to serve on the Evaluation Committee:

- Maria Cerna, Senior Capital Projects Coordinator, CIP
- Stacy Kilroy, Capital Improvement Projects Oversight Committee member
- Jose Perez, Capital Projects Coordinator, CIP
- Michael Phang – Resident, Associate Dean at the University of Miami College of Engineering
- Jose Rivas, Civil Engineer III, Public Works

I am also considering the following individual as an alternate:

- Elizabeth Camargo, Capital Improvement Projects Oversight Committee member

I would appreciate your comments and/or suggestions by Wednesday, November 21, 2012.

Thank you.

C: Alex Denis, Procurement Director
Ralph Granado, City Clerk